BUDGET INTRA-DEPARTMENTAL TRANSFER REQUEST

DATE: June 02, 2020

DEPARTMENT HEAD: Lita L. Leo

DEPARTMENT NAME: TREASURER DEPT

ACCOUNT NUMBER: 0-1100-415-16-150-001-0-XXX -- General Fund

CONTACT PERSON: ROY CAZARES

SUBJECT: Budget Intradepartmental Transfer in Accordance with Local Government Code, Chapter 111, Subchapter C.

Honorable Commissioner's Court of Hidalgo County:

I would like to request the following Intradepartmental Budget Transfer/s in accordance with Local Government Code, Chapter 111, Subchapter C.

FROM		TO		
OBJECT CODE	OBJECT NAME	OBJECT CODE	OBJECT NAME	AMOUNT
583	Travel Out of County	610	General Supplies	$2,140.00
640	Reference Materials	610	General Supplies	$702.00
550	Printing & Binding	610	General Supplies	$790.00
			TOTAL	$3,632.00

REASON: Monies will be used to purchase replacement office phones and monitors.

Lita L. Leo

DEPARTMENT HEAD SIGNATURE

CC DATE

APPROVED COMMISSIONERS COURT

ATTEST COUNTY CLERK